

**USACE FINANCE CENTER
BIWEEKLY REPORT
PERIOD ENDING 17 Aug 2007**

III. CEFMS:

A. We have completed the required analysis and prepared specifications to initiate coding changes that will address the creation of an appropriation refund bill/collection for an interest penalty. This change will require an addition to the appropriation refund menu as a separate option. The certified collections of these bills will decrease the purchase request interest paid and return the funds as available. New general ledger correlations will be created to correctly process the certified collections.

B. We have provided the PWC (Price, Waterhouse, Cooper) auditors detailed instructions and reconciliation totals to finalize their reconciliations for the following USACE corporate data files:

- FY07 beginning trial balance plus transactions for FY07 thru 3rd quarter to equal balances of 3rd quarter trial balance.

- Reconciliation of the civil labor hours detail data to the civil labor transaction registers for expense general ledgers.

- Reconciliation of the civil and military labor hours detail data to the labor transaction registers to balance revolving fund revenue general ledgers.

We have received confirmation from the PWC auditors that reconciliations are complete.

C. We presented a briefing to the DOD Working Group on Government Wide Accounting (GWA) at Columbus DFAS the week of 30 Jul 2007. We were asked to present to the group a briefing on the CEFMS Processes for Disbursements, Collections, and IPAC. Attendees included personnel from Treasury Financial Management Services, Business Transformation Agency (BTA), Federal Reserve Bank, Office of the Under Secretary of Defense (OUSD), Corps of Engineers, and DFAS. All of the Non Treasury Disbursing sites presented their System Briefings. Treasury FMS provided several presentations on the upcoming changes to the SF1219 Report.

D. We are adding new standard resource codes pertaining to awards given to employees under the NSPS pay plans. This is per request of HQUSACE. These resource codes will be used in the regional 08 budget and are necessary to identify NSPS awards for analysis purposes. Because the new resource codes were recently established by HQ for National Security Personnel System (NSPS) employee awards, we are in the process of making the following changes:

- Adding an edit for labor purchase requests set up at the employee level for an award so that one of the new NSPS resource codes must be used if the employee is an NSPS employee.

- Adding a reminder in labor purchase requests set up at the organizational level for an award stating that two labor purchase requests are needed if the organizational award will be for a combination of NSPS and non-NSPS employees.

- Adding an edit in the Cash Award/VSIP Maintenance and Cash Award/VSIP Accrual Screens so that if the associated labor purchase request has a resource code beginning with NSPS, then only an NSPS employee can be selected from the available list of employees.

E. We implemented 'Delete Funding Register' and a 'Delink From Cost Share' functionality to permit production activities to clean up old cost share control records that could not be deleted without a script to remove or delink funding register records to which the cost shares were linked. This functionality was requested by the Louisville District and should assist all activities with the clean up of old cost share records without the need for a problem report and a script. Louisville used the functionality to delete six obsolete cost share control records.

F. We implemented Email Notification Type 'COUNREGUNDIST' that is used to identify specific users who wish to be notified when a deposit has been confirmed for a customer order advance account. Users identified to this Type will receive email, in addition to the persons currently being advised of the deposit, when a deposit is confirmed on a customer order advance account. Deposits into customer order advance accounts must be accepted on a customer order before the month can be closed. We updated the Funding Users Manual and advised funding users of these changes.

G. We have completed the project of combining the DCAS, ODSICAR and the daily transaction crons into one file transfer. In the process, we have added new elements into one table and have tested extensively in our sandbox test area. We have reconciled the ICAR, delmar and daily transactions for several months this fiscal year and all are in balance.

H. We continue to modify yearend closing reports. We had several labor yearend reports where we suppressed zero balance rows. We also moved the Uncertified Travel Advance (uncerttrva) showstopper report to be a warning this yearend closing. We had to update the advance tables, in the uncerttrva and chktrvl reports, due to all the revisions in the Travel Advance program this year. We have turned on the SHOWSTOPPER cron to generate every night and added it to the web status page.

I. We added a feature to Travel Order Create/Update screen for conferences. When users select "Conference" as the TDY category, they will now have to select the type of conference to be attended. We have created a drop-down list of conferences to select from (22 options). These options were provided by HQ personnel for tracking cost, attendance, etc., associated with specific conferences.

J. Emails generated from labor distribution have been revised to include the P2 project number and description, funding account, funding work item and description, ordering work item and description, purchase request number, line item and description, charge code, requesting and performing FOA with organization code.

K. We wrote a script to assist the Finance Center in reconciling the Field Operating Activity (FOA) Estimates with Treasury Disburse Amounts for Civil Expenditure Authority Appropriation 96 69 X 8083.

L. We provided Price Waterhouse Coopers (PwC) the unfilled order report as of June 30, 2007.

M. We monitored the Cost Share Completion Summary Report. Production activities closed 30 cost share projects in July 2007. This is a significant drop from the 100 cost shares that were closed in June. The total cost share projects, which have been completed and need to be closed at 31 July 2007, was 720. Continued management attention is needed to get these 720 completed cost share projects closed. In order to correctly report revenues on our yearend financial statements, these completed projects must be closed. The HQ's Financial Policy Office is planning to add cost share and cost share close out to the new information papers being developed as the Corps transitions from the corrective action phase to the audit maintenance phase once the Corps gets and audit opinion on our financial statements.

N. We provided Division Resource Managers, Finance Officers and the HQ's Policy Office a status report identifying the 30 cost share projects that were closed during July and how many more completed cost share projects need to be closed. We requested management attention be focused on this effort to insure the 720 completed cost share projects are closed by 30 September to insure our yearend financial statements correctly report cost share revenue.

O. We corrected programming in the month in close out warning process to exclude certain civil advance accounts that were fully registered but still being identified as requiring action before the month could be closed. This cleared up advance accounts erroneously being identified on the two USACE Activities' close out warning message.

P. We removed forms genie from the Funding Authorization Document Funding Register Form. Its performance improved significantly. We also identified and corrected problem with the form that was causing sporadic querying problems at production activities.

Q. The Time, Attendance, & Labor Reports (cetal and cetaldet) have been modified to reflect the following enhancements:

- The work item definitions section at the bottom of the report for each employee has been changed to work item description with charge code summary. This section shows the work item, work item description, charge code, hours type and number of hours by employee.

- A summary page has been added to the reports. The summary page is by timekeeper number and supervisor code. This page will print when the supervisor code changes under the selected timekeeper number and/or at the end of the report.

- When only the pay period parameter is populated for the report parameter, the reports will print sorted alphabetically instead of by timekeeper number and supervisor code. A summary page does not print for the report when only the pay period parameter is selected.

- All remarks will be displayed on the reports with the date the remarks were entered in the time entry and/or prior pay period correction screen. On the cetaldet report, the name of the person who entered the remark will also be displayed. Any remark entered after April 2007 will generate a signature block on the reports for the timekeeper and employee.

R. We are still developing standardized labor reconciliations.

S. We are still researching, coordinating, and redesigning the labor cost transfer module to have an originator and approver utilizing electronic signature.

T. We created IATS test data and provided the data to DFAS, IATS Office, and Indianapolis in support of the next WINIATS release scheduled for Oct 2007.

U. We created a new procedure to send email to the traveler when an order is disapproved or approved during authentication. We also added code requiring remarks to be entered when disapproving an order to advise traveler of problem. The email is excited at the authentication signature.

V. We modified the Travel Order Create/Update code so the cost type is always generated. We discovered a problem where if a user altered the existing funding records, the cost type was not fully

regenerated. Without the cost type, PRACs cannot be created. Without a PRAC funds were not committed and the orders could not be certified for obligation.

W. We determined that users are saving travel orders that are marked for advances, but do not have the advance payment date populated. Without a payment date the advance payment would not disburse. We have modified code so users cannot null out the advance payment date when requesting an advance on a travel order.

X. We removed the edit to prevent TDY orders in excess of 365 days. We put this edit in place with agreement with UFC, Travel Division to assist approving officials who had begun to see many orders for long term travel due to the large number of COPRS employees deployed to Gulf Region Division. Per request from USACE activity we now provide warning messages for travel over 180 days stating prior approval is required and TDY must be more advantageous. Otherwise, Temporary Change or Permanent Change of duty station may be required.

Y. We corrected a problem where advance amounts were being recouped incorrectly when done for PCS orders that had multiple advances and advance amounts had to be moved from one PRAC line to another. Also corrected a problem with PCS Employee Create/Update Settlement screen where Amt to Recouped was incorrect and was updating wrong settlement amendment.

Z. We modified Travel Voucher Itinerary Create/Update screen so that arrive and depart dates cannot be changed on 'TD' legs if the change will cause daily exceptions to become invalid. In addition, 'TD' leg that has exceptions cannot be changed to any other stop code. Users will receive messages advising that exceptions should be changed, and then the itinerary leg can be modified. Made change that prevents the last leg before the 'MC' leg from being a 'VR' or 'AR'.

AA. We have updated the audit certify receipt voucher screen to allow viewing of reoccurring obligation invoices when a user double-clicks on the inv/form93 field. A receipt voucher certifier can easily view the data on a reoccurring obligation invoice without exiting the form.

BB. We have created a new field for the change customer order reject bill status form. The new field will allow users to enter appropriation refund numbers from the requesting activity database for credit debtor bills. The appropriation refunds were created to record the rejected credit bills on the requesting activity's database. The rejected credit bills do not have any identifiable information to link the bill to the appropriation refund on the requesting activity database. Therefore, users can enter this

screen to enter the appropriation refund number and clear the credit bill from a rejected status to a manually recorded status.

CC. We are continuing year-end testing and process updating for the fiscal year 2007. Problems identified either have been resolved or are in the process of being resolved. As of August 14, twenty-six databases are complete.

DD. We researched numerous problems this reporting period on the non-receipt of travel notification stubs. Some employees are reporting that the stubs go into their 'junk or spam' mail folder. One other employee had changed their email address in the April Timeframe to an address that was not consistent with their Outlook Address.

EE. Numerous emails were exchanged between project managers a USACE activity, the UFC Disbursing Division, and the UFC Systems Division. They are requesting that The IPAC Program in CEFMS be modified to provide their customer (US Customs Service) with a breakout of details by customer order line item. Currently we are providing them with a roll-up of costs for each bill. We have the capability to provide them with detailed breakout of the costs that make up each customer order billing, but these are broken out by purchase request and obligation line items, not customer order line items. No problem report has been submitted.

FF. We have requested guidance from Treasury FMS on the Treasury Offset Program where an individual or vendor has multiple levies from the IRS. We are finding that this situation is the norm in a majority of the debts that come from the IRS. We need clarification on whether to treat these as a single levy or to treat them as separate debts.

GG. We assisted nine USACE Activities with reorganizations of their databases.

IV. PROBLEM REPORTS/IMBALANCES:

A. Open problem report inventory:

	<u>This Report</u>	<u>Last Report</u>
Total Problems	698	706
Priority #1 Problems	103	106

We received 168 new problem reports and completed 176 problem reports.

B. Database Imbalances on our 59 Production Activities:

<u># of Imbalances</u>	<u>This Report</u>	<u>Last Report</u>
None	51	54
One	5	2
Two	1	1
Three	1	1
Four	1	0
Six	0	1